



OTTAWA ASSOCIATION OF LAW CLERKS

MEMBERSHIP APPLICATION – 2019 - 2020

Name	Address (street, city & postal code)	Phone No

Employer Name	Address (street, city & postal code)	Phone	Area of Practice

E-MAIL ADDRESS: _____

PREFERENCE FOR MAILING: Home: _____ Business: _____ Email: _____

LAW RELATED EDUCATION: Community College Law Clerk/Legal Assistant Diploma _____ (year graduated)
The Institute of Law Clerks of Ontario courses _____ (year graduated)
University _____ (year graduated)

DESCRIPTION OF CURRENT DUTIES AND RESPONSIBILITIES: (FOR NEW MEMBERS ONLY)

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SUGGESTIONS FOR SEMINARS:

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DEFINITION: A law clerk is a person qualified through education, training, or work experience who is employed or retained by a lawyer, law office, governmental agency or other entity in a capacity or function which involves the performance, under the ultimate direction and supervision of a lawyer, of substantive legal work (which may include administrative or managerial duties), which requires a sufficient knowledge of legal concepts that in the absence of a law clerk would be performed by a lawyer.

I, _____, hereby certify that I qualify as a Law Clerk pursuant to the above definition.

DATE: _____ SIGNATURE: _____

EMPLOYER CERTIFICATION

I, _____, hereby certify that _____
[please print]
qualifies as a Law Clerk pursuant to the above definition.

Date: _____
Barrister & Solicitor

Annual Membership Fee: \$50.00 payable to the Ottawa Association of Law Clerks

Membership Expires: May 31, 2020

PLEASE RETURN FORM TO:

Ottawa Association of Law Clerks
c/o Liz McHugh
12 Moss Hill Trail
Stittsville, ON K2S 1E1

PROTECTION OF PRIVACY

In an effort to encourage networking amongst members, a membership list, consisting of each member's name, e-mail address, area of practice and employer is provided to all members of OALC. OALC does not disclose the names or any other personal information of members to any person or corporation without the written consent of the member.

If you **do not** wish to have your name included in the membership list please check this box

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